

To: **Ex. 6 PP / Ex. 7(C)**

From: Julie Anna Barker, Delegate for Vice President Human Resources

Re: Eligibility for Northrop Grumman Severance Plan: Information Systems

Date: **Ex. 6 PP / Ex. 7(C)**

This is to notify you that you are eligible for the Northrop Grumman Severance Plan ("Plan") covering selected employees in the Information Systems sector. You will find attached to this memo a description of this Plan.

Your estimated severance payment before deductions for taxes is \$ 1384.62. The formula used to calculate this amount is based on your 1 Years of Service (since your most recent hire or rehire date, as of your termination date). Your actual severance payment will be governed by the terms of the Plan, including the applicable Appendix, both of which have been provided to you along with this eligibility memo.

I have also enclosed two copies of a Separation Agreement and General Release ("the Agreement"). If you wish to participate in and receive the benefits of the Plan you must sign and return both copies to Amy Allison, HR Business Partner, 12900 Federal Systems Park Drive, Fairfax, VA 22033, no later than 45 days after you receive this Agreement. This payment will be made to you in a lump sum after you sign and return the attached Agreement to Amy Allison, HR Business Partner, 12900 Federal Systems Park Drive, Fairfax, VA 22033 at the company.

Please review the attached materials and contact Amy Allison if you have any questions.

I acknowledge by my signature below that I have received a copy of the Northrop Grumman Severance Plan, two copies of the Separation Agreement and General Release, and the Severance Plan Appendix(ces). I understand that I have 45 calendar days from the day I receive this letter to sign and return the Agreement to Amy Allison, HR Business Partner; otherwise I will not be eligible for the Plan's benefits including severance pay.

\_\_\_\_\_  
Employee

\_\_\_\_\_  
Date